



MINEHEAD TOWN COUNCIL

MINUTES OF THE AMENITIES AND ENVIRONMENT COMMITTEE MEETING

held on Tuesday 14 January 2020

at the Council Offices, 3 Summerland Road, Minehead at 7.30 pm

The Meeting was digitally recorded

Present: Chair: Cllr A Kingston-James
Councillors: Cllr P Bolton* (Deputy Mayor), Cllr T Bloomfield, Cllr B Mandley,
Cllr M Palmer
(* denotes Somerset West and Taunton District "SWaT" Councillor)

Absent: Cllr O Harvey, Cllr J Walder

Officers in Attendance: Mr B Howe – Acting Town Clerk
Mrs M Swallow – Note-taker

Members of the Public and Press: 1 member of the Public
0 members of the Press

385 APOLOGIES FOR ABSENCE [LGA 1972 s 85 \(1\)](#)

Apologies were received from Cllr C Palmer, Cllr S Heard and Cllr S Slade (Mayor) and approved by Councillors.

386 TO RECEIVE COUNCILLORS' DECLARATIONS OF INTEREST AND ANY DISPENSATIONS

[In accordance with the provisions of the Localism Act 2011 in respect of members](#)

To receive and record any Declarations of Interest in respect of any matters included on the Agenda for consideration at this Meeting.

Member	Item	Interest	Time Period	Speak/Vote
Cllr Bolton	All	SWAT Councillor	2020	Stayed in the room, spoke and voted
	399	Personal	2020	
Cllr Bloomfield	399	Personal	2020	Stayed in the room, spoke and voted
Cllr Mandley	389	Allotments	2020	Stayed in the room but did not vote

(a) **Dispensations**

None.

387 TO ADJOURN THE MEETING FOR PUBLIC INCLUSION [Standing Order No 3e](#)

Mr Jonathan Sealby had requested an opportunity to address the Meeting.

388 TO RECEIVE A PRESENTATION FROM JONATHAN SEALBY REGARDING A PERMANENT OUTDOOR TABLE TENNIS TABLE

Mr Sealby addressed the Committee. He has undertaken research into the feasibility of a 9 feet by 11 feet concrete Outdoor Table Tennis Table (with a required 19 feet by 11 feet surrounding area) being installed at one of the Minehead recreation areas - possibly the Irnham Road Recreation Ground - and is seeking Minehead Town Council's ("MTC") approval and support to move this forward.

Equipment plus installation cost will be approximately £1,500 - £2,000 (various quotes have been sought) which includes a graffiti-proof coating. Upkeep of the table will be minimal.

It is envisaged that the facility will be well-received and used by the community - there is already a dedicated indoor Table Tennis Club which meets weekly – plus this could encourage others to develop an interest for the sport.

Mr Sealby suggested that different funding sources should be explored, such as through the public or Sport England. Cllr M Palmer and Cllr Bloomfield added that other funding streams may be possible, such as the Somerset Community Funding Project or Magna.

The Acting Clerk reminded Councillors that this initiative correlates with MTC's Priority of Updating/Providing New Community Recreational Outdoor Facilities.

Councillors voiced their support and discussed various location options, plus ideas for bat and ball hire. Cllr Bloomfield offered to include a review of possible sites for the table when she undertakes the planned Playground Review – which Councillors accepted.

The Committee agreed a recommendation to Full Council that they discuss and approve the siting of an Outdoor Table Tennis Table.

Proposed by Cllr Kingston-James and Seconded by Cllr T Bloomfield, with all in favour.

389 TO RECEIVE AN UPDATE ON THE ALLOTMENTS

Cllr Mandley reported that due to the continuing adverse weather conditions the allotments are currently very quiet. He believes that allotment holders will not resume their activity until February/March time.

It was suggested that when the new Noticeboards are installed at the six allotment sites a notice is displayed asking for volunteer site representatives (one from each site) in order to form an Allotment Association, including Councillors on the Allotment Advisory Group.

Cllr M Palmer reported that there are minor changes to be made to the Tenancy Agreement, the updated version of which will be distributed to all new allotment holders. One important

change will be that the application of Glyphosate will be prohibited – this only to be administered by MTC’s Amenities Team.

390 TO RECEIVE AN UPDATE ON THE HALF-PIPE SKATEBOARD RAMP FROM THE ACTING CLERK

The Acting Clerk informed the Meeting that he has liaised with the representative of the family who commissioned the ramp for its initial installation in Carhampton through various funding projects, as a memorial to their relative.

MTC has agreed to take on the ramp and it is hoped that it will be brought to its depot as soon as possible, hopefully for a Spring/Summer installation: the location to be discussed and agreed by Full Council.

Cllr Bolton suggested that that it would be appropriate and respectful to perhaps attach a plaque to the ramp upon installation, in remembrance of the deceased – which was supported by Councillors.

Cllr M Palmer and Cllr Mandley agreed to undertake a consultation on this project.

391 TO DISCUSS AND APPOINT AN ADVISORY GROUP TO DEAL WITH THE MANAGEMENT OF THE LAND AT HOPCOTT COMMON – MEETING WITH MR P STOREY

The Acting Clerk reported that Mr Storey has commenced the necessary work, funded by the £3,000 grant MTC has received. Mr Storey wishes to discuss this with Councillors when a mutually convenient date can be arranged.

Councillors agreed to recommend that Full Council establish a Land Management Advisory Group for Hopcott Common comprising three Councillor representatives. Cllrs Bolton, Bloomfield and M Palmer expressed an interested in being considered for these roles.

This recommendation was Proposed by Cllr Kingston-James and Seconded by Cllr Mandley with all in favour.

392 TO DISCUSS SUPPORTING THE NATIONAL ENERGY CAMPAIGN

The Acting Clerk gave a brief overview of this and it was swiftly decided by the Committee that this should be passed to Full Council to consider.

393 TO DISCUSS A REQUEST TO ADVERTISE THE MODERN SLAVERY HELPLINE IN COUNCIL PROPERTIES

The Committee supports this action but feels it would be beneficial for the posters to be provided in additional languages – considering that many modern slavery victims are trafficked from abroad.

The Committee will recommend to Full Council for agreement. Proposed by Cllr Kingston-James and Seconded by Cllr M Palmer with all in favour.

- 394 TO DISCUSS AND RECOMMEND REPLACING WIRE FLOWER BASKETS WITH SELF-WATERING BASKETS – ITEM TO BE PRESENTED BY THE ACTING CLERK

The Acting Clerk explained the necessity of replacing all MTC owned wire baskets (both the 78 half-sized and 40 hanging varieties), due to the rusty and disintegrating nature of all existing ones. Currently we water all those owned by the Business Improvement District (“BID”), which are manufactured from recyclable plastic, and it would seem sensible to replace MTC’s baskets with the same variety.

The plastic baskets are far superior in their durability – plus as they are self-watering, having a ‘reservoir’ area at their base, the maintenance costs will be more sustainable and prove an easier system for MTC’s Amenities Team to administer. It is estimated through the savings in water that the outlaying cost will be recouped in two years.

The Committee agreed that the purchase of the suggested new baskets should be recommended to Full Council for approval.

Proposed by Cllr Kingston-James, Seconded by Cllr Bloomfield with all in favour.

- 395 TO DISCUSS THE UPGRADING OF THE IRNHAM ROAD TENNIS COURTS AND THE MULTI-USE GAMES AREA (“MUGA”)

The Acting Clerk stated that the MUGA is in poor condition and needs urgent remedial work: this includes re-lining of the tennis courts at the Irnham Road Recreational Ground.

Colin Johnson has investigated avenues for the commissioning of this work including requesting quotes. It is estimated that all the necessary work, including fencing, will cost in the region of £60,000 – although MTC’s Amenities Team may be able to undertake some of this work.

The Acting Clerk reminded Councillors that MTC already has £10,000 from the Fairfield Trust to contribute to the cost.

Councillors suggested that electronic gates with a payment code entry could be installed on the tennis courts: it was felt important that MTC use its facilities and assets in a cost-effective and beneficial way to recoup costs where necessary and provide for future maintenance.

It was agreed that this be recommended to Full Council for consideration.

Proposed by Cllr Kingston-James, Seconded by Cllr M Palmer with all in favour.

- 396 RISK MANAGEMENT: TO REVIEW THE CURRENT ARRANGEMENTS

The Acting Clerk informed Councillors that the Acting Responsible Finance Officer (“RFO”) had explained to the Finance and Staffing Committee at their Meeting on Monday 13 January the necessary thorough and varied detail of the Risk Management arrangements. That Committee agreed that they should be reported at the next Full Council Meeting.

The Amenities and Environment Committee agreed the recommendation that this should be for consideration by Full Council.

397 TO CONSIDER THE COMMUNITY ORCHARD WOODLAND CREATION GRANT

***The Committee agreed to recommend that Full Council apply for this grant.
Proposed by Cllr Kingston-James, Seconded by Cllr M Palmer with all in favour.***

398 TO DISCUSS THE RENEWAL OF THE TOILET CLEANING CONTRACT, WITH EFFECT FROM 1 APRIL 2020

The Acting Clerk explained that the current contractor has been employed for a year and it is time to consider whether this contract should be extended for another year.

Councillors were overwhelmingly positive about the service provided and felt that the contract should be extended.

The Committee agreed to recommend that Full Council extend the current Toilet Cleaning Contract for a further year with effect from 1 April 2020.

This was Proposed by Cllr Kingston-James, Seconded by Cllr Bloomfield with all in favour.

399 TO DISCUSS ARRANGEMENTS REGARDING THE PROPOSED FUNFAIR FOR 2020

Cllr Bloomfield informed the Meeting that the Funfair will return later this year, after a very positive 'pilot' visit last year. It is anticipated that the Funfair provider will agree to a ground rent of £100 per day, and a contract to this effect will be written-up – including insurance details and the necessary risk assessments.

Cllr Bloomfield stated that the provider's various test certificates, risk assessments and insurance details will be thoroughly scrutinised.

The Committee agreed to recommend to Full Council their approval of this scheduled event, and the ground rent per day of £100.

This was Proposed by Cllr Kingston-James and Seconded by Cllr Mandley with all in favour.

The Meeting closed at 8.35 pm.